

**Jefferson County Commissioner Meeting Minutes
March 27, 2017**

Meeting called to order at 9:00. Those present are Commissioner Hancock, Commission Martinez, Chairman Farnsworth, HR/Commissioner Assistant/Emergency Management/Park & Recreation Rebecca Squires, Planning & Zoning Naysha Foster, Treasurer Kristine Lund, Assessor Cody Taylor, Public Works Dave Walrath, Weed Department Mitch Whitmill, IT Garn Herrick, Extension Lorie Dye, Probation Tammy Adkins, Prosecutor Paul Butikofer, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Martinez. Prayer offered by Commissioner Hancock.

COMMISSIONERS – ELECTED OFFICIALS – DEPARTMENT HEADS

• **STAFF MEETING**

- [9:02:16 AM](#) Commissioner Hancock mentions not a lot has happened since the last meeting. Have a lot of issues with the roads and Dave will fill them in later.
- [9:04:04 AM](#) HR/Commissioner Assistant/Emergency Management/Park & Rebecca Squires goes over they are done with the spring runoff flooding. Bureau of Reclamation report from Friday Palisades Dam has been 18,000 cubic feet per second. This brings us up to 20,000 cubic feet per second. Stream gauges in Menan on Saturday were at 22 to 23,000. Palisades is twenty-nine percent full. Inflow is 14,000 cubic feet per second. Currently letting out more than is coming in. Have been getting some calls on flooding issues. What they are seeing with the high rivers is controlled discharge. They are watching the flood conditions and trying to keep this down. All Hazards Mitigation Plan this goes over the hazards in Jefferson County determines what the risks are. One critical thing is this needs to be accepted by FEMA. There is a survey they can take will pass around the link. This is a hazard analysis survey. Anyone can do this survey. This is how they get money to do mitigation projects. The lake will be opening in about six weeks.
- [9:09:44 AM](#) Prosecutor Paul Butikofer excuses Weston Davis. Got their sign done and installed on the Prosecutor Office. Had two fairly serious crimes last week. Worked well with the departments on these. Probation has been good about getting pretrial sheets to their office and the Judge so they have more information on the individual.
- [9:11:45 AM](#) Probation Tammy Adkins said they are finally back to full staff.
- [9:12:12 AM](#) Weed Department Mitch Whitmill they are currently doing soil sampling. Have an expo on April 21 and 22. This will be helpful for individuals who have smaller farms. The trees will be dispersed on the same day from the Soil & Water Conservation District. Will have local vendors with products to help plant these trees.
- [9:15:08 AM](#) Public Works Dave Walrath starts with Road & Bridge. Are working out west of Roberts on the roads due to the washouts. Goes over roads they are working on. 600 N has blown up with truck traffic this is due to the flood. Had a call from the flood control district they requested help from the county by hauling material to the levee. Hauled riprap from Wilcox Quarry out in Madison County. Did get a load of durapatcher oil from Montana to begin patching. Solid Waste got the new no lawn waste policy at County line. Did have a trailer there last week to haul the clippings to Circular Butte.
- [9:19:25 AM](#) IT Garn Herrick provides a summary of what happened last week. Had ran for around forty-five minutes after they were hacked before they shut this down. Dispatch was back up around 11 the same day. The rest of the courthouse was back up Tuesday night and everything was back up on Wednesday morning. Out of the 100,000 files think they have lost six. Colleen mentions if they see anything with a .wallet they need to delete these. Chairman Farnsworth appreciates the fast response. Realizes they had some people upset because everything was shut down. Garn mentions he is glad they found this quickly.
- [9:23:20 AM](#) Extension Office Lorie Dye had their newsletter go out last week. Things are going good. Chairman Farnsworth asked the date of the fair. Lorie said the Mud Lake Fair begins August 7 and Rigby begins August 14. Chairman Farnsworth mentions this would be putting the end of the fair on August 19 and the eclipse is the August 21. May need to look into this further on the amount of people who will be in the area.
- [9:25:12 AM](#) Planning & Zoning Naysha Foster they have done twenty-nine building permits for March. Have four land use applications. Will be discussing the area of impact for Rigby. Have had a lot of calls about developing. Are running out of buildable lots. No infrastructure in these subdivisions yet. Have begun working on the Access Management ordinance.
- [9:26:31 AM](#) Assessor Cody Taylor are working on revaluations and gearing up for June. The values will go up some because the prices are up. BOE training in this room in May will email them information so they can attend.
- [9:27:56 AM](#) Treasurer Kristine Lund was out last week. Everything was business as usual. The more she travels the more she loves where she lives. Mentions they have had a lot of compliments on the law enforcement in the area.
- [9:29:54 AM](#) Clerk Colleen Poole said there is a blood drive on April 5 here at the courthouse. The other thing is in talking with Computer Arts is the departments entering their claims. There is an option for departments to enter these electronically. They would only have access to their department. There is a fee annually for this software. Wanted to get any feedback from departments. Computer Arts would come out and do some training. Mitch is in favor. Kristine's thought is on departments that are in different places this would make the process easier. Colleen sees this as being able to streamline this process. Would have to work out how to get all

of the originals. Colleen mentions they are looking at this addition. Hoping to have budget sheets at the next staff meeting. Go over keeping the originals they may need to be kept for some period of time.

[9:35:32 AM](#) Commissioner Martinez last week it was brought to the attention that they do not give enough credit where it is due. Even though they do not go face to face they all appreciate everything that everyone does for the county. There are so many that go the extra mile. Have ridden along with officers goes over a call they received a night he was on a ride with them. Officers are never sure what is going to be behind the window but he commends them. Colleen mentions that the audit was done last meeting. This was good information commends everyone for running their departments well.

[9:40:16 AM](#) Chairman Farnsworth mentions they can tell when the phone calls have stopped with complaints. Realizes this is because the county is running well. Thinks they are coming together well. Have some issues on 600 N with all of the flooding and extra traffic but that is to be expected.

[9:43:18 AM](#) Commissioner Hancock mentions they are allowing grass clippings since they have a trailer for them to dump on. It was DEQ that were not allowing them to dump that first weekend. Dave mentions they are good to go now. Have had some calls about a transfer station. Dave said this is the ultimate goal. Chairman Farnsworth said that a transfer station will be a good addition. Chairman Farnsworth mentions that Jeff Ottley is now a certified commercial and residential inspector.

WEED DEPARTMENT – MITCH WHITMILL

• IDAHO TRANSPORTATION DEPARTMENT WORK AGREEMENT

[9:48:05 AM](#) Mitch has the work agreement with ITD. This is for the rights-of-way. Commissioner Hancock asked what this costs. Mitch said they bill them as they do everyone else and they stop at the amount in the agreement.

[9:51:44 AM](#) **Motion by Commissioner Hancock to accept the contract with ITD and Jefferson County Weed Control.**

Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

• SUPPORT LETTER INVASIVE SPECIES BILL #H0274

[9:52:45 AM](#) Mitch has had the opportunity at the request of the legislature to help with the invasive species bill. Have been trying to move this bill through the legislature. H0274 is the final bill that was passed in the senate. Have had some pushbacks with the Department of Ag. This will go a long ways to protect Idaho's water. Need to try and keep items out of the water. This has been quite a process. Mitch has a letter of support. This is supporting the signing of the bill by the Governor. Provides a copy of the bill that has the recommended changes. Also has a letter of support if they are comfortable and willing to support this bill. Chairman Farnsworth is definitely in support of this.

[9:59:38 AM](#) Mitch said they increased the funding for this program to help with the inspections. Chairman Farnsworth thinks the Department of Ag would be all for this. Mitch said this is more of a natural resource issue under Fish & Game in other states. Weeds are an invasive species. This is not something an individual can accomplish as another hat they wear. This needs to be high priority.

[10:01:57 AM](#) Commissioner Hancock thinks this is a good project. They are unable to kill this once it comes into the water. Need to figure out a natural control.

[10:03:15 AM](#) **Motion by Commissioner Hancock to approve this letter and sign in support of the invasive species bill.**

Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

ARCHITECT – SCOTT NIELSON & PROBATION – TAMMY ADKINS

• ANNEX BUILDING UPDATE

[10:04:45 AM](#) Scott Nielson has Craig Karst who has been working with him. Since they last meet have met with the departments. Looking at the main floor they have flipped Probation. They have squared off the building. Second floor they have worked in three commissioners' offices and a reception area. Have repositioned the area for the court reporters. Do not have any unfinished space. Also added one office for the Prosecutor to use the unfinished space. Have sixty-eight accessible stalls for the parking lot. Paul said public parking is in the front lot and the back is for Judges and employees.

[10:08:14 AM](#) Colleen mentions that parking needs to remain a restricted area.

[10:08:28 AM](#) Craig comes up. Chairman Farnsworth mentions cutting this into Dove Ave as an additional access point.

[10:09:51 AM](#) Craig goes over the parking lot. In looking at this further this morning. The twenty-seven parking spots on east and thirty-four on opposing side is not realistic without some earth work. Commissioner Hancock mentions they have a Road & Bridge department that can handle some of this. Craig said will have to take some of this out for the pond.

[10:11:28 AM](#) Paul asked on the drawings the red line goes over another dotted line is this the ten foot offset. Craig said this can overlap because it is just parking not a building.

[10:13:07 AM](#) Scott said as they met with Tammy and Paul they had a couple concerns. Tammy said that Scott has been awesome so they have done some changes for the drug testing portion. Want to bring to their attention that there is no room for growth. They will be running out of space if they grow at all. Scott said on the growth they may have to look at the master plan. Tammy has another concern on the entrance being moved from Probation. They do drug testing from 6 am to 7 pm. They will be having individuals coming and going throughout the whole building. Commissioner Hancock mentions they could put in doors and lock individuals out of the other area. Scott said they have looked at having the drug testing coming straight down the hall and then they would have doors to shut out the individuals. Scott goes over the option they have found to make this work. Discuss the doorway on causeway. Will keep this for employee use.

[10:24:04 AM](#) Paul said his staff had quite a bit of input. This looked great the only thing they asked for he does not see is no private restroom. Paul goes over the layout. Would like a restroom. Staff was concerned about the 4-H kitchen. Thought was to maybe to flip the kitchen. Chairman Farnsworth mentions the 4-H use is usually an evening function. Scott said the serving area is the area that would have an issue to flip. Chairman Farnsworth mentions they want to look at the fairgrounds for fair projects. Paul asked how they feel about the bathroom. Commissioner Hancock said they are the main office upstairs and there is a main bathroom up their already. Commissioners decide to leave this the way it is.

[10:32:31 AM](#) Scott said as they work through the process they will be looking at the final details. Commissioner Hancock mentions he has done a good job. Scott will get aerial photography to know what has to be done with the ponds. Scott will email them the proposal. Will mimic this building with materials so it fits. Mitch mentions when they have a lot of snow they use the ponds to store the snow as well.

LANDON THURGOOD – Did not attend

- **CONTROL OPTIONS**

CLERK – COLLEEN POOLE

- **EXTENDED WARRANTY – WIDE FORMAT MACHINE**

[10:36:20 AM](#) Colleen said last year they bought the wide format copy machine. Can buy the extended warranty anytime in the first year. The extended warranty is for three years. This is \$2,190 and she has budget for this. Discuss the costs to this warranty. Will check to see if this is an additional three years or if it is two years.

[10:47:02 AM](#) **Motion by Commissioner Hancock on the maintenance agreement with Bonneville Blue Print if this is for three years they will accept this and if not they will pass on this. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **COMPUTER ARTS - DEPARTMENTAL CLAIM FEES**

[10:43:07 AM](#) Colleen said she brought this up earlier in staff meeting. Computer Arts charges \$1,552.50 for the departmental claim usage for all departments. This can make the claim process faster and would be more online. Colleen thinks Bonneville County has this software. Chairman Farnsworth thinks this could be pulled from contingency and then budgeted for this in the future if it works. Colleen mentions there will be implementing costs for Computer Arts to come in and train the departments on this.

[10:49:44 AM](#) **Motion by Commissioner Hancock to go ahead and agree to enter into software agreement with Computer Arts for up to \$1,552 additional per year. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:51:10 AM](#) Recess

Open session 11:01

SOCIAL SERVICES – GAIL ROBBINS

- **EXECUTIVE SESSION 31-874 & 74-206(D) – RECORDS EXEMPT FROM DISCLOSURE**

[11:01:42 AM](#) **Motion by Commissioner Martinez to go into executive session 31-874 & 74-206 (D) – Records exempt from disclosure. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

Open session 11:24

[11:24:31 AM](#) **Motion by Commissioner Hancock to accept case #2017-10. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[11:25:07 AM](#) **Motion by Commissioner Hancock to release the lien on instrument #368890 because this has been paid in full. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[11:25:47 AM](#) Motion by Commissioner Martinez to put a lien on case #2017-10 and case #2017-21. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

COMMISSIONERS

- **EXECUTIVE SESSION 74-206 (B) – PERSONNEL**

[11:29:35 AM](#) Motion by Commissioner Martinez to go into executive session 74-206 (B) – Personnel. Second by Commissioner Hancock Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

Open session 12:31

[12:31:19 PM](#) Recess

Open session 1:00

FLOOD CONTROL DISTRICT #1 – GARY WILCOX

- **LEVEE**

[1:01:36 PM](#) Paul Butikofer left room

[1:01:47 PM](#) Gary Wilcox comes up. He appreciates all the help this last week. Gary asked where the county has declared a disaster are they able to help as well. Is wondering if this disaster covers the levee also. Dave said there was a very specific time frame on the disaster. This ended around March 7 and was for low land snow melt. Rebecca asked about the damage to the levee. Gary said this was maintenance because they had less than three feet of freeboard. Where they did not have the three feet they had to raise this. Dave said this was last week. Rebecca asked if they are looking for funding for their mitigation efforts. This should be on the All Hazards Mitigation Plan.

[1:04:47 PM](#) Gary's thought was when the Army Corps comes out to help anything outside the Flood District costs a lot of money. If they could get some help from the State. Has a list he has created to look for help. Rebecca is not sure about help with the money she knows about. Rebecca asked if they could meet at some point. Gary said they need to get a plan and this can change daily. Rebecca said any taxing districts can be part of this mitigation plan. Have a grant that is paying for the new plans this year. Gary mentions with two of these projects they need to be done right away. Rebecca said mitigation funding does takes awhile to put together.

[1:08:03 PM](#) Gary said maybe they could sit down with Mike at the same time. There are a couple of these that if they get high water they will not get to the levee with trucks. Chairman Farnsworth said they realize they need to fix this now instead of paying for it later. If they can all work together with a plan on how to move forward. Rebecca goes over some funds they may be receiving. Commissioner Martinez said this was good for him to come in now. Commissioner Hancock said the river has changed its course in the area. Gary said they are currently driving the levee every day.

SHERIFF'S OFFICE – JOSH BUSH

- **JAIL DISHWASHER CONTRACT**

[1:11:17 PM](#) Deputy Bush has information on a dishwasher for the jail kitchen. The one they have now was purchased when the building was built.

[1:12:03 PM](#) Have had some issues with the booster in the dishwasher. Spoke with Melissa and since October have spent \$700 in repairs on this alone. For the trays to be sanitized they have to be submerged in sterilization. Now the trays are getting leaked into by this fluid. The reason the dishwasher needs a booster is to get the water hot enough to sanitize. If they were to have a Health Inspection this will probably not pass. Started looking into some options.

[1:13:57 PM](#) Deputy Bush said they thought there was an option of \$12,000 to \$13,000 for a new dishwasher. Have a quote for \$14,000. The other option is to lease the machine through Ecolab where they get chemicals from. In the lease they would not be liable for any repairs. The lease would be \$164.95 as long as they purchase at least \$175 in chemicals in a month. They currently spend \$600 in chemicals a month. These chemicals are for the dishwasher, sanitizing and laundry. Would be looking at the lease option instead of the purchase. Then all of the maintenance would be included. The booster is included in the dishwasher now instead of being separate. Chairman Farnsworth said this will then heat this up hot enough to sanitize. Sees an issue with a two year contract.

[1:17:27 PM](#) Sheriff Anderson said they are hammering out so many repairs on this. This is used all day. The lease program is then responsible for the maintenance. Commissioner Hancock mentions they will need to have the option to opt out based on funding. Deputy Bush said in this lease agreement it does state one year in the term. Sheriff Anderson feels \$14,000 purchase is ridiculous.

[1:20:17 PM](#) Chairman Farnsworth mentions any of these issues could lead to big problems. Josh said the person who services this now is from Idaho Falls. Chairman Farnsworth asked what Deputy Bush prefers. Deputy Bush prefers with the issues they have had to lease this. Brings up they are at around ninety inmates. Josh brings up one other cost would be the hookup for the power. Whatever the power outlet is they would be would be subject to this cost. Could sustain either gas or electric.

[1:24:19 PM](#) Commissioner Hancock asked if they have looked at any other places. Josh said he has not but has spoken with Matt Stone and taken his suggestions. Currently receive their chemicals at this time from this company. They did not provide the current dishwasher but they do repairs on it.

[1:25:12 PM](#) **Motion by Commissioner Martinez to approve the lease option for a dishwasher for \$165 a month unless they find another option that is less. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

COLEMAN MOORE

• JEFFERSON LAKE RESERVATIONS

[1:28:33 PM](#) Coleman Moore at 191 N 3825 E in Rigby, Idaho. Is here starting off with a concern. Has been having a hard time getting any reservations at Jefferson County Lake. It is always competitive for the Independence Celebration. If you waited in line usually you got a spot. This year they took phone call reservations. This is a concern because the Park & Recreation Director did not want to change this. This concern was never brought up. Commissioner Hancock mentions they will be doing an online reservation system. Chairman Farnsworth said they always have individuals that may not be happy. Will be able to go online and reserve spots this year. If you pick a spot and you are typing in the info you are blocked out until this is all done. Coleman is glad they are moving forward with this. This year same thing with the lunar eclipse. Found out they gave into international push and have already booked all of the spots at the lake.

[1:32:47 PM](#) Wants to make sure they are not catering outside of Jefferson County. Chairman Farnsworth said that May 1st is when the camping will open to reserve. Rebecca mentions that she is the Park & Recreation Director at present. There were a lot of frustrations last year. It took so long to do phone reservations in the time the rest of the campground filled up. There were some frustrations. As far as the solar eclipse they begin receiving calls and after so many calls they decided to open the campground up. They posted this online but they were not catering to international they were just watching the website. Chairman Farnsworth said they have the times blocked off for the weekend of August but the rest is a clean slate.

[1:36:03 PM](#) Coleman said they were looking at this because there are rumors that this is filled up for the Independence Celebration. Chairman Farnsworth mentioned they were kind of caught off guard for this event. This will now be computers to get reservations. Coleman said there are a lot of individuals upset about the solar eclipse. Coleman wanted to clarify the Independence Day celebration is not full. Brings up taxes that are being paid. Chairman Farnsworth said that no tax dollars go into the lake. The user fees are what is used to run the lake. Chairman Farnsworth wants to make this fair for everyone. Commissioner Hancock mentions they will also be able to buy passes on this website as well.

PARK & RECREATION – REBECCA SQUIRES

• CARD SERVICE CONTRACT

[1:41:15 PM](#) Rebecca said that Premier Campground Services does not work with Access Idaho. Rebecca has selected Authorize.net. Weston has worked with the company and have done the amendments to this contract.

[1:44:21 PM](#) **Motion by Commissioner Hancock to authorize the acceptance for Authorize.net for Parks & Recreation. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

• LAKE MANAGER

[1:46:33 PM](#) Commissioner Hancock said they can handle this with some of the previous discussions. With what they have asked Rebecca to do they feel they have too much under one hat. Commissioner Hancock said there are some things that will need to be communicated. Chairman Farnsworth would like this moved as soon as possible so Rebecca can focus on Emergency Management. Commissioner Hancock asked how they post this as full-time. Chairman Farnsworth mentions that it would be part-time. May through September is full-time. Rebecca feels it may be more difficult to get someone to do this job if it is not full-time. Goes over options. Could encourage the new manager to do some off season programs. Grow the program and make this a year round process. Would be full-time during the summer and then during the offseason have someone help in Emergency Management or some other area. Chairman Farnsworth is not sure there is enough funding for full-time.

[1:51:30 PM](#) Rebecca is not sure if they would need to repost this since this has always been mainly Park & Recreation. This was posted at \$12 an hour. There is enough for this year to take this to \$15. Could probably dedicate this amount if they take from her salary in the next budget year. Chairman Farnsworth would like to see this be part-time. Commissioner Hancock said that this would be

seasonably part-time. Twenty-eight hours is the minimum to not have benefits. Rebecca said they currently have six applicants. Benefits will come up. Rebecca redefines her own role. This would be a transitional season. Will give as much responsibility as possible to the new person.

[1:57:32 PM](#) **Recess**
Open session 2:00

JOHN ERICKSON

• BOARD OF EQUALIZATION – AG

[2:01:17 PM](#) Chairman Farnsworth said they will recess Board of County Commissioner meeting and convene as a Board of Equalization.

[2:02:51 PM](#) Colleen Poole swears in Appraisers Jessica Tate and Kathy Howe. Also swears in John and Coleen Erickson.

[2:04:45 PM](#) Chairman Farnsworth reads a letter into the record.

[2:06:25 PM](#) Jessica has the Idaho Code along with a map and photos of the parcel with pictures taken in February. With the map being such small acreage did not see anything that was grazing. Seventy-five percent of the parcel should be growing a crop or sometime of agriculture endeavor. Chairman Farnsworth said there has to be a crop or some type of ag. Jessica said that for profit animals do qualify. Jessica said as long as they are grazing on the property. Commissioner Martinez asked about the receipt. Jessica said previously they had submitted a schedule F. Chairman Farnsworth said if this horse had grazed on this property and they sold this horse it would qualify. Jessica said they are approving the exemption because they do not know the value yet.

[2:12:43 PM](#) **Motion by Commissioner Hancock to approve the ag exemption for John Erickson on parcel #RP04N38E167780. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

Chairman Farnsworth recesses the Board of Equalization and reconvenes into the Board of County Commissioners.

PUBLIC WORKS – DAVE WALRATH

• EAGLE SCOUT PROJECT – JACOB ANDERSEN

[2:16:03 PM](#) Dave introduces Jacob Andersen. He is doing his Eagle Scout project. Dave said they are looking at putting up some signs in the Annis area. Dave had Idaho Traffic Safety do a mockup of this sign wants to put one in each direction. Dave said they could donate the posts and assist him in the placement location. Jacob thinks this will be around \$100 a sign. Dave is supportive of this. Would have Stacey go out with them to help locate these signs.

[2:19:05 PM](#) **Motion by Commissioner Martinez to accept the Eagle Scout Project by Jacob Andersen in the Annis area for signs. Road & Bridge will donate the posts and help with the location of the signs. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:20:29 PM](#) Jacob said they will have some long time Annis residents come and take pictures with these once they are installed.

• EQUIPMENT UPDATE

[2:23:37 PM](#) **Paul Butikofer is in room**

[2:24:10 PM](#) Dave has a leasing acquisition. Shows the purchase price. Commissioner Hancock asked if this had the governmental pricing. Goes over the lease. Go over pricing of equipment. The outright buy on the John Deere is \$264,000. Dave said in the plan he presented it went over this. Commissioner Hancock said they need to sit down and look at the budget. Dave said this would hurt the budget to buy. Goes over the equipment and how old they are.

EMERGENCY MANAGEMENT – REBECCA SQUIRES

• DISASTER UPDATES

[2:38:49 PM](#) Rebecca had an email from Dave Swagger this is more on roads than emergency management. Currently done with spring runoff flooding. Would suggest they close this disaster declaration. Chairman Farnsworth said if any other things happen this would be a different disaster. Rebecca said they have an incident period. Should they have another occasion they would open up another declaration.

[2:41:12 PM](#) **Motion by Commissioner Hancock to close the existing disaster declaration that was during February and March. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:42:22 PM](#) Rebecca said as they move into documentation of this kind of disaster. This is something that a part-time temporary person could be hired and then it would be reimbursed. Commissioner Hancock said that the lady from FEMA made that comment. Do they have any idea on how much time is going to be required? As of now they do not know if they will get any funding. How much time would this really be needed. Rebecca said the application is in process and takes a few weeks. Knows what the work book looks like in

her 24 hours in Henry's Creek. Just the small portion that Central Fire was involved it took her two full weeks to complete. Her guess would be ten hours for three weeks.

- **MITIGATION PLAN SURVEY**

[2:48:08 PM](#) Rebecca brings up the mitigation plan survey. The All Hazards Mitigation Plan is how they can unlock funding from FEMA. The mitigation plan is very important. Any taxing districts can participate. For every hazard they have in an area they have to have a plan for this. The match is done through our time. Chairman Farnsworth asked about culverts are those covered. Rebecca said this may be more maintenance. Rebecca said canal on 2600 would be a mitigation action to enlarge the channel to carry water. Ririe is already on top of this but other areas could also participate in this.

[2:52:43 PM](#) **Recess**
Open session 3:00

APPRAISERS – JESSICA TATE & KATHY HOWE

- **AG EXEMPTIONS**

[3:00:38 PM](#) Jessica asks that they look at the map on these exemptions. Seventy-five percent needs to be farmed or grazed. Jessica said they have had some approvals that only had outbuildings. Jessica said there are some gray areas. Need to be growing a crop or grazing. Discuss properties. Paul mentions from reading the Idaho Code is if they are trying to get the qualifications for storage bins or anything other than a crop. The burden will be on the individual applying to show why they qualify. Discuss applications that have been brought in. Discuss how picky they are going to be on the areas they are approving. If they deny these they can provide additional documentation until April 15.

[3:35:17 PM](#) Cody Taylor mentions that the burden needs to be on the individual wanting the exemption.

[3:35:53 PM](#) **Motion by Commissioner Martinez to approve the ag exemption for Chad Curtis parcel # RP04N39E340100. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[3:36:34 PM](#) **Motion by Commissioner Martinez to approve the ag exemption for Hector Martinez on parcel #RP04N39E149280. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[3:37:44 PM](#) **Motion by Commissioner Hancock to approve the ag exemption for Paul Jenkins on parcels #RP007580010120, #RP007580020150, #RP007580020160 and #RP007580020280. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[3:40:29 PM](#) **Motion by Commissioner to deny the ag exemption for Gary Burgess on parcel #RP002590010020. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[3:41:08 PM](#) **Motion by Commissioner Hancock to deny the ag exemption for Nancy Durham on parcel #RP007N35E357201. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[3:43:23 PM](#) **Motion by Commissioner Martinez to deny the ag exemption for Kara Smith on parcel #RP05N38E164940. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

COMMISSIONERS

- **SIGN CERTIFICATES OF RESIDENCY**

[3:48:43 PM](#) **Motion by Commissioner Martinez to sign certificates of residency for the College of Western Idaho for Kylee Abel, Rey Angeles, Bryton Armstrong, Kalena Bennett, Josie Bronson, Nicole Campbell, Elizabeth Darrington, Halle Davis, Carlos Diaz, Barrett Durtschi, Hailey Foster, Kaylee Fried, Albert Furrows, Macady Hansen, Hayden Harris, Emily Henry, Ethan Hope, Reagan Housley, Drake Huston, Mason Jenkins, Aliza Johnson, Dalton Johnson, Ruth Jones, Kyler Keetch, Robert Larsen, Jeffrey Miller, Natalie NewMyer, Christian Parrett, McKray Poole, Candice Stoddard and Joseph Wood. . Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[3:50:05 PM](#) **Motion by Commissioner Hancock to sign certificates of residency for the College of Southern Idaho for Porter Baca, Diego Coronado, Aleena Cross, Taylor Davis, Clara Do, Kaylee Fried, Alex Hansen, Tyler Holman, Aliza Johnson, Kami Killian, Alesha Kisner, Karla Magana, Andrea Marotz, Courtney Merkley, Alannah Nunez, Dakota Parker, Lillianna Riquelme, Emmalee Rolfe, Frederick Sheppard IV, Jacob Sutton, Ethan Taylor, Madison Teske, Evelyn Valdez and Katelynn**

Weight. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

- **QUARTERLY REPORT**

[3:57:09 PM](#) Colleen provides a quarterly report. The debt service fund is in the negative. They will transfer funds into this from solid waste. Everything else is looking good.

- **APPROVE CLAIMS**

[4:12:14 PM](#) Commissioners review claims.

[4:14:00 PM](#) **Recess**

Open session 4:29

[4:29:23 PM](#) Chairman Farnsworth goes over claims for the Sheriff's office Rebecca goes over what happened. Chairman Farnsworth said if they take out the capital account each year how would they use this the way they are currently. Commissioner Hancock said what is left they move at the end of the year. Colleen said they have been working on putting the capital into Computer Arts. May have to do an excel spreadsheet if they cannot get the program to work. Chairman Farnsworth goes over radar guns would be maintenance for equipment may need to add a line for something like that they do not have an equipment maintenance line.

[4:34:11 PM](#) **Motion by Commissioner Hancock to approve claims from 3/13/2017 to 3/24/2017 for \$215,269.37. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **APPROVE COMMISSIONER MEETING MINUTES**

[4:35:01 PM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from March 13, 2017. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[4:37:02 PM](#) **Motion by Commissioner Hancock to approve special commissioner meeting minutes from March 20, 2017 as amended. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed**

PRESTON EAMES

- **EAGLE SCOUT PROJECT**

[4:00:54 PM](#) Preston Eames is here for his Eagle Scout Project. Thanks them for their time. The project is on Forgotten Flags. What does a flag mean to you? To him it means freedom. When they fly the flag they show respect. How does it make you feel when a flag is tattered and worn? Does this show proper respect to our county and those who have fought? There are many people in businesses that need to have their flags retired. Will provide them the opportunity to turn in their used flags and have a retirement service. Will have collection boxes around the community to have flags dropped off. This will occur for around a month. At the end expecting around fifty to one hundred flags. Have contacted the Veterans of Foreign Wars to do the dedication ceremony for these flags. This public ceremony will bring the county together. He needs a commissioner to sign off on this project. Will be having the collection boxes out for around a month. Chairman Farnsworth said he needs to have someone sign off on this project.

[4:06:33 PM](#) Preston said he needs someone to sign off on this before he finishes his plans. Commissioner Hancock mentions a way to help them get rid of an old flag would be a way to get another one to replace this with. Commissioner Hancock said this would make this even better. Preston does not see any costs to the county.

[4:08:37 PM](#) **Motion by Commissioner Hancock as County Commissioners are approving the Eagle Project for Preston Eames feels that this is a benefit to the community. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed**

[4:37:58 PM](#) **Recess**

Open session 7:00

COMMISSIONERS

- **ROAD & BRIDGE/SOLID WASTE - EMPLOYEE MEETING**

[7:01:27 PM](#) Chairman Farnsworth goes over the reason they have set up this meeting. Want to hear what their thoughts are. Had met with Dave last week and he was happy to accommodate. Can either list their comments on the sheet of paper or they can stand up and speak.

[7:05:04 PM](#) Ted Goodier thanks the commissioners for the invite to the Seventh District Health meeting. Thinks at solid waste they are doing rather well. Only problems they are experiencing is equipment repairs. Ted said that Kerry has been very responsive on repairs even though they have not always gotten along. With the scraper they are able to dig the hole and the other fills it in.

[7:07:14 PM](#) Brandy Ward said her building is coming along but has been a slow process. The roof is on just need to have the inside finished. Chairman Farnsworth appreciates Ted and his comments at the health meeting. Ted mentions that Chris is doing a lot to help educate people about the grass clippings. Did take a trailer out there for the yard waste then they will move this to Circular Butte. Commissioner Hancock asked if they can take carpet. Ted said no carpet and no furniture. Will try and operate under the wire until DEQ and the Health Department step in. Chairman Farnsworth mentions that a transfer station is in the future.

[7:11:20 PM](#) Chris Hawkins works the gate at County Line landfill. Where do they take it? Tries to let them know there is another landfill. Been directing them to the Bonneville County transfer station. Chairman Farnsworth said they knew this would happen. Chris mentions they are up against a lot of individuals that have things they cannot take. The trailer showed up just in time on Saturday morning and helped. Chairman Farnsworth mentions they have been getting calls. Chris said that Nathan Taylor from the health department has redefined the example of cardboard. Commissioner Hancock mentions they may want to have a dump truck available. Chris said that Rigby has a cardboard dumpster as well.

[7:15:51 PM](#) Dave said they stopped doing this because they were becoming overwhelmed with things that had to be taken to Circular Butte.

[7:16:38 PM](#) Chairman Farnsworth asks if everyone knows their job description. Any issues with this.

[7:19:00 PM](#) Jeremy Neville said that some are concerned there may be some repercussions. Chairman Farnsworth said if they do not air this out then it is never going to be fixed. Should be happy to come to work. Now is the time. Realizes that equipment is always an issue and they are working on this. Commissioner Hancock mentions Dave and themselves are working on plans for the equipment. Are trying to upgrade some of the blades and trucks but they cannot do this all at once. It's going to take around ten years. Want them to work with the equipment they have and know they are all concerned about the equipment. Do have a new grader on the west side.

[7:22:47 PM](#) Dennis Gilson is wondering when looking at new equipment the roads are breaking up daily. The one patching truck they have is not enough. The old yellow truck is miles infested and has no emergency brakes. Chairman Farnsworth mentions when he took office they were spending a lot on leases. Would like to see the graders on the road less by maybe leaving them onsite and taking a truck back and forth.

[7:25:08 PM](#) Ted said he is not sure if the job description thing they sometimes have other duties as assigned. Have encouraged cross training. Operators will most of the time be running machines but everyone has other duties that are assigned. Chairman Farnsworth thinks cross training is a good idea so someone can step into the same role as needed.

[7:27:24 PM](#) Rebecca mentions this is a good idea to cross train but they need to keep an eye on the job descriptions to make sure they are in the right grade.

[7:28:18 PM](#) Chairman Farnsworth reads a recommendation on communication.

[7:29:29 PM](#) Barbara Carpenter mentions on holidays if employees do not work that day they do not get the day off as a paid holiday. Barbara brings up the water on the road. Chairman Farnsworth mentions that they are trying to work on the ordinances asks them to still call into the Sheriff's office.

[7:32:16 PM](#) Chairman Farnsworth mentions a lot of the comments have been on updating the equipment. Commissioner Hancock mentions they need to know the utilization of equipment and proper maintenance. Knows how important it is to maintain the equipment.

[7:34:33 PM](#) Kerry Romrell mentions that the iWorQs has been good software. Could get the commissioners online with this program. Kerry said reports are hard to print because it ends up being a book. Kerry mentions when they have issues he will notify Dave. Kerry said he can go back in and see when they had the same issues. This tracks filter, oil and fuel. Trying to get the tires in so they have the mileage entered as well. Commissioner Hancock asked if they could have a clerk enter this in since he is the head mechanic. Kerry said if he has a clerk do this then he would have to write a lot more out on the ticket. Is able to put the equipment in and it notifies them in the red when things need maintained. Chairman Farnsworth mentions they will be doing a road trip coming to look at roads and looking at equipment. Kerry mentions in iWorQs if they buy extra data they can take pictures of the equipment as well.

[7:40:23 PM](#) Matt Swearingen asked how they feel about the paver. Has heard comments that this could be done by hand. Chairman Farnsworth mentions everyone he has talked to said it's about time. Would like to see the individuals that can run this machine on it all the time. Chairman Farnsworth mentions that some of these short sections are a good area to train others.

[7:43:19 PM](#) Commissioner Martinez goes over on the paver he wants the individuals that are trained on the equipment to run this. Goes over that he saw things first hand that need to stop. Goes over tonight they need to bring things up that is going to help increase their work. Chairman Farnsworth mentions if they are doing a project take some pride in this. If they can get on top of some of this then they can get their wages increased.

[7:48:51 PM](#) Commissioner Martinez mentions that they need to give credit where it is due but also take notice of those individuals that are not doing their jobs. Chairman Farnsworth mentions they are now working on an ordinance on all of the added driveways that are coming in as well.

[7:51:28 PM](#) Jeremy goes back to communication. Sometimes it is too hard to turn the radio on because there are too many individuals telling everyone what to do. Brian Helm is the supervisor on the west side he has three guys. East side is Jerry Ramirez and he has twenty. Bruce Tibbits also supervises that area. Brian said he gets his orders from Jerry who is a supervisor Brian is a foreman. Chairman Farnsworth asked if they have someone handle ten and ten and three. Jerry mentions he gets with Dave, Bruce and Brian. Bruce said sometimes they are split up so they can get more done. Chairman Farnsworth goes back to getting to a good avenue of communication.

[7:56:23 PM](#) Commissioner Hancock mentions they know they need to have defined roles for the day. Bruce said like today they need trucks right now so they can send them somewhere else until they need them again. Jerry feels they do have some communication. They have things that have to be changed some of the time. Chairman Farnsworth mentions on the levee the other day they did a good job. Was glad this was a one day project. Bruce said they have two crews out.

[7:59:33 PM](#) Chairman Farnsworth mentions that they can take things to Dave if they think they can implement something that will work better.

[8:02:40 PM](#) Chairman Farnsworth reads a comment that Dave has done a lot for the department. They have leased a grader this last year. What happens if they have graders leased and trucks leased and then they don't have money to pay the lease? Could you imagine restocking what they have now with nothing? Are working on the equipment but it will take time.

[8:07:29 PM](#) Chairman Farnsworth said they appreciate everything they do.

[8:13:00 PM](#) **Motion by Commissioner Martinez to adjourn at 8:13. Second by Chairman Farnsworth. All in favor – aye. Motion passed.**

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date